

WOODSTOCK SCHOOL JOB DESCRIPTION

JOB TITLE: Outdoor Education - Instructor

REPORTING TO: HOD – Outdoor & Environmental Education

PURPOSE OF THE JOB: The Outdoor Education Instructor will be primarily responsible for providing content and logistical support to the Senior School to integrate Outdoor and Environmental Education into the academic curriculum. He / She will be required to study the academic curriculum across subject and grade levels, working with teachers and designing/leading a variety of OEE activities. He / She will work closely with the HOD and OE coordinator and Head of Senior School to achieve these objectives.

AREAS OF RESPONSIBILITY

1. Plan, implement and grade the Outdoor Week for Gr 7 in December and June
2. In collaboration with the OE coordinator and HOD, take a leadership role in implementing Activity Week for grades 7,8,9
3. Plan & implement programs including grading of G11 & G12 students with an OE elective
4. Run the evening climbing club for staff and students 3 times a week.
5. Plan and implement at least three overnight camp/ hiking trips each semester.
6. Work with the OE coordinator to provide content and logistical support to any department that wishes to incorporate OE into their curriculum
7. Chaperone the GAP Semester as required by the HOD
8. Any other duties assigned by the HOD

SPECIFIC DUTIES AND RESPONSIBILITIES

1. Plan, implement and grade Outdoor Week for Gr 7 in December and June
Announce the plan to students and implement the program by taking responsibility for the equipment, logistics, transportation, food and budget
2. In collaboration with the OE coordinator and HOD, implement Activity Week for grades 7, 8, 9
Work with the OE coordinator in being one of the lead chaperones for this week. Meet with staff and brief them on the grading procedure, and collate this information for the Registrar

3. Plan & implement programs including grading of Gr11 & G12 students with an OE elective
Announce options at Homerooms, and be the point person to answer questions about this elective. Run the activity (over quarter breaks or winter/summer holidays), and collate the information for the Registrar
4. Run the evening climbing club for staff and students 3 times a week
This is an after school activity and is typically run from 4-6 pm.
5. Plan and implement at least three overnight camp/ hiking trips each semester
Camps and hikes happen either as an OE department activity or as an activity that is organized at the dorm level. The OE instructor will be actively involved in organizing equipment and logistics for the trip.
6. Work with the OE coordinator to provide content and logistical support to any department that wishes to incorporate OE into their curriculum
The OE instructor will act as “the face” of the department at the senior school, studying the various subject areas, actively soliciting information from staff and identifying opportunities to incorporate OE into their subjects and assisting them to design and implement lessons.
7. Chaperone the GAP Semester as required by the HOD
The GAP semester is a 90 day program

QUALIFICATIONS EXPECTED

1. Experience in outdoor education; particularly in a mountain setting
2. Experience in working with children in the 8-18 age group
3. Graduate degree in either education, or science
4. Flexible working hours and the ability to work as a team player
5. Fluency in spoken Hindi is desirable